

## California Environmental Education Interagency Network (CEEIN)

**BRING YOUR OWN BEVERAGE**

***SNACKS WILL BE PROVIDED!***

**Conference Phone: 916-324-6897 (note, please)**

Lead: Tina Muncie

Note taker: Donna Pozzi

Facilitator: Zori Lozano-Friedrich



	Item	Lead	Time	Action
1.	<b><u>Check – in and Catch -up</u></b> <ul style="list-style-type: none"> <li>• Welcome &amp; Introductions</li> <li>• Review Agenda</li> <li>• Approve Minutes</li> <li>• Update Outstanding Action Items</li> </ul>	Tina	<b>9:30 – 9:45</b> 15 min	Distribute Sign-In Sheet Info
2.	<b><u>Committee Reports &amp; Discussion</u></b> <b>Diversity</b> <ul style="list-style-type: none"> <li>• Diversity Committee report:               <ul style="list-style-type: none"> <li>○ CABE</li> <li>○ Sierra Club project</li> <li>○ Questions, answers and discussions</li> </ul> </li> </ul> <b>Communications &amp; Outreach</b> <ul style="list-style-type: none"> <li>• New CEEIN exhibit</li> </ul> <b>Leadership and legislation</b> <ul style="list-style-type: none"> <li>• EEI</li> </ul> <b>Administration</b> <ul style="list-style-type: none"> <li>• MOU</li> </ul> <b>Environmentality</b> <ul style="list-style-type: none"> <li>• JCEC</li> </ul>	Kay & Carolyn  Carolyn  Andrea  Phaedra  Sue Sims	<b>9:45-10:50</b> 20 min  15 min  10 min  5 min  15 min	Info, discussion and Q&A  Info, demo & discussion Info & discussion  Info & discussion  Info & discussion
3.	<b><u>Information /Proposals</u></b> <ul style="list-style-type: none"> <li>• Change April 20 meeting date due to Earth Day event at Cal EPA that day</li> <li>• Outstanding Historical Documents-need</li> </ul>	Tina (for Ed) Laurie	<b>10:50-11:10</b> 10 min 10 min	Info & discussion Info & discussion
4.	<b><u>What’s New In Your World</u></b> “Erase the Waste: Statewide Tools for Teachers and Communities” campaign final marketing effort	Tom	<b>11:10-11:25</b> 15 min	Info and discussion

5.	<b><u>Meeting Wrap-Up</u></b> <ul style="list-style-type: none"> <li>• Clarify Action Items</li> <li>• Pending Items/Parking Lot</li> <li>• Develop April Meeting Agenda</li> </ul> <b>Evaluate Meeting</b>	Tina & Zori	<b>11:25-11:30</b> 5 min	Discussion
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Meeting Protocol Agreements:

- Start and end meetings on time; stay on track on agenda.
- Listen and treat others' opinions with respect.
- Keep commitments to agreements and assignments (i.e., follow-up, time frames, due dates, etc.).
- Make participation in the meeting your priority; keep cell phones on vibrate and only accept emergency calls (outside the meeting room).
- A quorum of 11 CEEIN Members is needed to hold a meeting.
- For major decisions, if consensus can't be reached, the issue will be put to a vote of the CEEIN members present at the following meeting.
- Make a conscious effort to conduct the meeting in an environmentally friendly manner.

Parking Lot: Speaker Sandi Funke: To be scheduled